

2016-17 SE-4747 Final Cost Report

Request for Reimbursement for the Net Increase in Necessary Costs for Implementing the July 1, 1987 Special Education Rules

Direct questions regarding this form to the Michigan Department of Education,
Office of Special Education Program Finance, Rene Richardson at 517-241-4415.

AUTHORITY: Section 51a(6) of Act 94, PA 1979 as amended. **COMPLETION:** Voluntary.

EDUCATIONAL AGENCY

Legal Name of School District	District Code No.	Phone – Area Code/Local No.
Address	City	Zip Code

PURPOSE: To verify expenditures for 100% reimbursement of the net increase in necessary costs incurred by a district in implementing the revision in the Administrative Rules for Special Education that become effective July 1, 1987. Due date July 29, 2017.

CERTIFICATION

I certify that the information submitted on this report is true and correct to the best of my knowledge. This report was prepared in cooperation with the business staff and the costs reported are proper charges to special education. All records and schedules (including time reports supporting proration of personnel) used in the preparation of this report will be kept for three years for audit purposes.

Superintendent or Authorized Official Signature

Date

Contact Person

Phone (Area Code/Local No.)

Email Address

MAILING INSTRUCTIONS

DISTRICT: Mail ORIGINAL to the State, one copy to the ISD, by July 28, 2017. Retain ONE copy. The Office of Special Education would like to remind districts that to help preserve student privacy, student information (yes, even their names) may not be sent via email or fax to the department. Please use traditional postal mail and send Section 51a(6) student information to:

Ms. Rene Richardson
Michigan Department of Education
Office of Special Education
PO Box 30008
Lansing, MI 48909

DIRECTIONS

File a separate cost report for each staff member that was approved for funding by the department. Please be apprised that item #7 requires detailed information and proration of these costs when applicable. Costs reimbursed under Section 51a(6) must also be reported on page 2 of the SE-4096 Special Education Final Cost Report and may not be included in other state aid claims. This will assure that these costs are not reimbursed twice.